

**Instructions**

All candidates must complete Boxes A and B. Candidates who receive contributions or incur expenses must complete Boxes C, D, Schedule 1 and Schedule 2 as appropriate. Candidates who receive contributions or incur expenses in excess of \$10,000 must also attach an Auditor's Report.

All surplus funds (after any refund to the candidate or their spouse) shall be immediately paid to the clerk who is responsible for the conduct of the election.

For the campaign period from (day clerk received nomination) 

YYYY	MM	DD
2 0 2 2	0 5	0 2

 to 

YYYY	MM	DD
2 0 2 3	0 1	0 3

- Initial filing reflecting finances from start of campaign to December 31 (or 45 days after voting day in a by-election)
- Supplementary filing reflecting finances from start of campaign to end of extended campaign period

**Box A: Name of Candidate and Office**

Candidate's name as shown on the ballot

Last Name or Single Name <b>Longo</b>	Given Name(s) <b>Peter</b>
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Office for Which the Candidate Sought Election <b>Town Council</b>	Ward Name or Number (if any) <b>Ward 4</b>
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Municipality  
**Oakville**

Spending Limit General <b>(\$27,587.05)</b>	Parties and Other Expressions of Appreciation <b>\$ 3,070.06</b>	Contribution Limit Contributions from Candidate and Spouse <b>(\$10,314.60)</b>	
<b>30,700.60</b>		<b>11,047.20</b>	

I did not accept any contributions or incur any expenses. (Complete Boxes A and B only)

**Box B: Declaration**

I, PETER LONGO, declare that to the best of my knowledge and belief that these financial statements and attached supporting schedules are true and correct.

*Peter Longo*  
Signature of Candidate

2023/03/28  
Date (yyyy/mm/dd)

Date Filed (yyyy/mm/dd) <b>2023/03/28</b>	Time Filed <b>4:23pm</b>	Initial of Candidate or Agent (if filed in person) <b>PL</b>	Signature of Clerk or Designate <i>[Signature]</i>
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## Box C: Statement of Campaign Income and Expenses

### LOAN

Name of bank or recognized lending institution	Amount borrowed
	\$

### INCOME

Total amount of all contributions (from line 1A in Schedule 1)	+ \$	17,367.20	
Revenue from items \$25 or less	+ \$		
Sign deposit refund	+ \$	205.00	
Revenue from fundraising events not deemed a contribution (from Part III of Schedule 2)	+ \$		
Interest earned by campaign bank account	+ \$		
Other (provide full details)			
1.	+ \$		
2.	+ \$		
3.	+ \$		
4.	+ \$		
5.	+ \$		
6.	+ \$		
<b>Total Campaign Income (Do not include loan)</b>	= \$	<b>17,572.20</b>	<b>C1</b>

### EXPENSES (Note: Include the value of contributions of goods and services)

#### 1. Expenses subject to general spending limit

Inventory from previous campaign used in this campaign (list details in Table 2 of Schedule 1)	+ \$	1,803.99	
Advertising	+ \$		
Brochures/flyers	+ \$	14,654.47	
Signs (including sign deposit)	+ \$	792.60	
Meetings hosted	+ \$		
Office expenses incurred until voting day	+ \$		
Phone and/or internet expenses incurred until voting day	+ \$	81.14	
Salaries, benefits, honoraria, professional fees incurred until voting day	+ \$		
Bank charges incurred until voting day	+ \$	10.00	
Interest charged on loan until voting day	+ \$		
Other (provide full details)			
1.	+ \$		
2.	+ \$		
3.	+ \$		
4.	+ \$		
5.	+ \$		
6.	+ \$		
<b>Total Expenses subject to general spending limit</b>	= \$	<b>17,342.20</b>	<b>C2</b>

#### 2. Expenses subject to spending limit for parties and other expressions of appreciation

1.	+ \$		
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2.	_____	+ \$	
3.	_____	+ \$	
4.	_____	+ \$	
5.	_____	+ \$	
<b>Total Expenses subject to spending limit for parties and other expressions of appreciation</b>		<b>= \$</b>	<b>C3</b>

**3. Expenses not subject to spending limits**

Accounting and audit	_____	+ \$	1,130.00
Cost of fundraising events/activities (list details in Part IV of Schedule 2)	_____	+ \$	
Office expenses incurred after voting day	_____	+ \$	
Phone and/or internet expenses incurred after voting day	_____	+ \$	
Salaries, benefits, honoraria, professional fees incurred after voting day	_____	+ \$	
Bank charges incurred after voting day	_____	+ \$	25.00
Interest charged on loan after voting day	_____	+ \$	
Expenses related to recount	_____	+ \$	
Expenses related to controverted election	_____	+ \$	
Expenses related to compliance audit	_____	+ \$	
Expenses related to candidate's disability (provide full details)			
1.	_____	+ \$	
2.	_____	+ \$	
3.	_____	+ \$	
4.	_____	+ \$	
5.	_____	+ \$	
Other (provide full details)			
1.	_____	+ \$	
2.	_____	+ \$	
3.	_____	+ \$	
4.	_____	+ \$	
5.	_____	+ \$	
<b>Total Expenses not subject to spending limits</b>		<b>= \$</b>	<b>1,155.00 C4</b>

**Total Campaign Expenses (C2 + C3 + C4)** = \$ **18,497.20 C5**

**Box D: Calculation of Surplus or Deficit**

Excess (deficiency) of income over expenses (Income minus Total Expenses) (C1 – C5)	_____	+ \$	-925.00 D1
If there is a surplus, deduct any refund of candidate's or spouse's contributions to the campaign	_____	- \$	
<b>Surplus (or deficit) for the campaign</b>		<b>= \$</b>	<b>-925.00 D2</b>

If line D2 shows a surplus, the amount must be paid in trust, at the time the financial statements are filed, to the municipal clerk who is responsible for the conduct of the election.





**Table 3: Monetary contributions from individuals other than candidate or spouse**

Name	Full Address	Date Received (yyyy/mm/dd)	Amount Received (\$)	Amount Returned to Contributor or Paid to Clerk (\$)
See attached schedule			12,550.00	
<b>Total</b>			<b>12,550.00</b>	

Additional information is listed on separate supplementary attachment, if completed manually.

**Table 4: Contributions in goods or services from individuals other than candidate or spouse**  
 (Note: Must also be recorded as Expenses in Box C.)

Name	Full Address	Description of Goods or Services	Date Received (yyyy/mm/dd)	Value (\$)
<b>Total</b>				

Additional information is listed on separate supplementary attachment, if completed manually.

**Total for Part III – Contributions exceeding \$100 per contributor**  
 (Add totals from Table 3 and Table 4 and record the total in Part 1 – Summary of Contributions)      \$ 12,550.00 1B

**Schedule 2 – Fundraising Events and Activities**

Complete a separate schedule for each event or activity held.  Additional schedule(s) attached, if completed manually.

**Fundraising Event/Activity 1**

Description of fundraising event/activity \_\_\_\_\_

Date of event/activity (yyyy/mm/dd) \_\_\_\_\_

**Part I – Ticket revenue**

Admission charge (per person) \$ \_\_\_\_\_ 2A

(If there are a range of ticket prices, attach complete breakdown of all ticket sales)

Number of tickets sold x \_\_\_\_\_ 2B

**Total Part I (2A X 2B) (include in Part I of Schedule 1)** = \$ \_\_\_\_\_

**Part II – Other revenue deemed a contribution**

Provide details (e.g., revenue from goods sold in excess of fair market value)

- 1. \_\_\_\_\_ + \$ \_\_\_\_\_
- 2. \_\_\_\_\_ + \$ \_\_\_\_\_
- 3. \_\_\_\_\_ + \$ \_\_\_\_\_
- 4. \_\_\_\_\_ + \$ \_\_\_\_\_
- 5. \_\_\_\_\_ + \$ \_\_\_\_\_

**Total Part II (include in Part I of Schedule 1)** = \$ \_\_\_\_\_

**Part III – Other revenue not deemed a contribution**

Provide details (e.g., contribution of \$25 or less; goods or services sold for \$25 or less)

- 1. \_\_\_\_\_ + \$ \_\_\_\_\_
- 2. \_\_\_\_\_ + \$ \_\_\_\_\_
- 3. \_\_\_\_\_ + \$ \_\_\_\_\_
- 4. \_\_\_\_\_ + \$ \_\_\_\_\_
- 5. \_\_\_\_\_ + \$ \_\_\_\_\_

**Total Part III (include under Income in Box C)** = \$ \_\_\_\_\_

**Part IV – Expenses related to fundraising event or activity**

Provide details

- 1. \_\_\_\_\_ + \$ \_\_\_\_\_
- 2. \_\_\_\_\_ + \$ \_\_\_\_\_
- 3. \_\_\_\_\_ + \$ \_\_\_\_\_
- 4. \_\_\_\_\_ + \$ \_\_\_\_\_
- 5. \_\_\_\_\_ + \$ \_\_\_\_\_

**Total Part IV Expenses (include under Expenses in Box C)** = \$ \_\_\_\_\_

**Auditor's Report – Municipal Elections Act, 1996 (Section 88.25)**

A candidate who has received contributions or incurred expenses in excess of \$10,000 must attach an auditor's report.

Professional Designation of Auditor

Municipality <i>Town of Oakville</i>		Date (yyyy/mm/dd) <i>2023/03/28</i>
<b>Contact Information</b>		
Last Name or Single Name <i>Capstick</i>	Given Name(s) <i>Tracy</i>	Licence Number
Address		
Suite/Unit Number <i>204</i>	Street Number <i>465</i>	Street Name <i>Morden Rd.</i>
Municipality <i>Oakville</i>	Province <i>Ont.</i>	Postal Code <i>L6K 3W6</i>
Telephone Number <i>905-845-1965</i>	Email Address <i>t.capstick@capstickmccollum.com</i>	

The report must be done in accordance with generally accepted auditing standards and must:

- set out the scope of the examination
- provide an opinion as to the completeness and accuracy of the financial statement and whether it is free of material misstatement

Report is attached

Personal information, if any, collected on this form is obtained under the authority of sections 88.25 and 95 of the *Municipal Elections Act, 1996*. Under section 88 of the *Municipal Elections Act, 1996* (and despite anything in the *Municipal Freedom of Information and Protection of Privacy Act*) documents and materials filed with or prepared by the clerk or any other election official under the *Municipal Elections Act, 1996* are public records and, until their destruction, may be inspected by any person at the clerk's office at a time when the office is open. Campaign financial statements shall also be made available by the clerk in an electronic format free of charge upon request.



# Financial Statement - Auditor's Report - Form 4, Schedule 1

Part II – Contributions exceeding \$100 per contributor – individuals other than candidate or spouse

Table 1: Monetary contributions from individuals other than candidate

Donator	Amount (\$)	Date Donation Received	Full Address	Amount Returned to Contributor or Paid to Clerk	Deposit Vehicle	Report Category
Chris Jackson	\$ 500	2022-08-26	3077 Preserve Drive, Oakville, ON L6M 0W7	-	e-Transfer	Form 4, Table 1
Joanne Longo	\$ 1,200	2022-08-21	24 Bluewater Court, Toronto, ON M8V 4A8	-	Cheque	Form 4, Table 1
Thomas E Stewart	\$ 1,000	2022-08-29	44 Chisholm St, Oakville, ON L6K 3H5	-	e-Transfer	Form 4, Table 1
Joseph Kay	\$ 300	2022-08-27	2306 Parkglan Ave, Oakville, ON L6M 4R3	-	e-Transfer	Form 4, Table 1
Mark Rochon	\$ 300	2022-08-30	44 George St., Oakville, ON L6J 3B4	-	e-Transfer	Form 4, Table 1
John Longo	\$ 1,200	2022-08-29	24 Bluewater Court, Toronto, ON M8V 4A8	-	Cheque	Form 4, Table 1
Stuart Ian Malcom	\$ 500	2022-09-06	164 Aldwych Ave., Toronto, ON M4J 1X6	-	e-Transfer	Form 4, Table 1
Wendy Burton	\$ 1,200	2022-09-04	380 Aspen Forest Drive, Oakville, ON L6J 6H5	-	Cheque	Form 4, Table 1
Rob Burton	\$ 1,200	2022-09-04	380 Aspen Forest Drive, Oakville, ON L6J 6H5	-	Cheque	Form 4, Table 1
Ana M McGovern	\$ 500	2022-09-07	1372 Stationmaster Lane, Oakville, ON L6M 3A6	-	e-Transfer	Form 4, Table 1
Tom Adams	\$ 1,200	2022-09-08	137 Matthew St., Oakville, ON L6H 4R2	-	Cheque	Form 4, Table 1
Trevor Bowie	\$ 1,200	2022-09-12	1086 Denfield Terrace, Oakville, ON L6M 1Z8	-	e-Transfer	Form 4, Table 1
Adnan Manzoor	\$ 700	2022-09-13	1374 Sandpiper Road, Oakville, ON L6M 3W3	-	Cheque	Form 4, Table 1
Patricia Bolton	\$ 150	2022-09-17	1094 Third Line, Oakville, ON L6M 4A1	-	Cheque	Form 4, Table 1
Gordon Stovel	\$ 200	2022-09-28	4290 Clubview Drive, Burlington, ON L7M 4X1	-	e-Transfer	Form 4, Table 1
Fiona Booth	\$ 1,200	2022-10-23	1396 Stationmaster Lane, Oakville, ON L6M 3A6	-	e-Transfer	Form 4, Table 1



**Peter Longo Campaign**

Note to the Financial Statement (Form 4) under the Municipal Elections Act, 1996

January 3, 2023

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**NOTE 1**

The Campaign's financial statement (Form 4) has been prepared in accordance with the financial reporting provisions of section 88.25 of the Municipal Elections Act, 1996 and the accounting guidelines issued by the Ministry of Municipal Affairs of the Province of Ontario for 2022.

The financial statement is prepared to assist the Candidate to meet the requirements of the Municipal Elections Act. The financial statement is intended solely for the use of the Candidate, those charged with governance, and the Town Clerk of the Town of Oakville. Accordingly, readers are cautioned that the financial statement may not be suitable for another purpose. The Municipal Elections Act requires that the financial statement be made available for public inspection.



**CAPSTICK  
McCOLLUM**  
& ASSOCIATES

## **INDEPENDENT AUDITORS' REPORT**

To Peter Longo for submission to Vicki Tytaneck, Town Clerk, Town of Oakville

### **Qualified Opinion**

We have audited the financial statement (Form 4) of the town council campaign ("the Campaign") of Peter Longo ("the Candidate") in the Town of Oakville, for the campaign period from May 2, 2022 to January 3, 2023, in connection with the election held on October 24, 2022, which comprises Box C: Statement of Campaign Income and Expenses, Schedule 1 - Contributions, Schedule 2 - Fundraising Events and Activities, and Box D: Calculation of Surplus or Deficit for the campaign period ended January 3, 2023, and note to the financial statement.

In our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion section of our report, the accompanying financial statement of the Campaign for the campaign period ended January 3, 2023 is prepared in accordance with the financial reporting provisions of the Municipal Elections Act, 1996.

### **Basis for Qualified Opinion**

Due to the inherent nature of the transactions of electoral campaigns of this type, the completeness of the various categories of income and expenses is not susceptible to satisfactory audit verification. Accordingly, our verification of these sources of income and expenses was limited to the amounts recorded in the records of the Campaign. We were unable to obtain sufficient appropriate audit evidence over and were consequently unable to determine whether any adjustments might be necessary to the various categories of income and expenses, as well as the surplus or deficit, for the campaign period ended January 3, 2023.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statement section of our report. We are independent of the Candidate and the Campaign in accordance with the ethical requirements that are relevant to our audit of the financial statement in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified opinion.

### **Emphasis of Matter - Basis of Accounting and Restriction on Use**

We draw attention to Note 1 to the financial statement, which describes the basis of accounting. The financial statement is prepared to assist the Candidate to comply with the financial reporting provisions of the Municipal Elections Act. As a result, the financial statement may not be suitable for another purpose. Our opinion is not modified in respect of this matter.



## INDEPENDENT AUDITORS' REPORT

(continued)

### Responsibilities of the Candidate and Those Charged with Governance for the Financial Statement

The Candidate and those charged with governance are responsible for preparation of the financial statement in accordance with the basis of accounting described in Note 1, and for such internal control as the Candidate and those charged with governance determine is necessary to enable the preparation of a financial statement that is free from material misstatement, whether due to fraud or error. Those charged with governance are responsible for overseeing the Campaign's financial reporting process.

### Auditors' Responsibilities for the Audit of the Financial Statement

Our objectives are to obtain reasonable assurance about whether the financial statement as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually and in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial statement.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement in the financial statement, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Campaign's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates, if any, and related disclosures made by the Candidate.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Oakville, Ontario  
March 27, 2023

CAPSTICK MCCOLLUM & ASSOCIATES

Chartered Professional Accountants  
Licensed Public Accountants